

**NCI Works  
Virtual Meeting Minutes  
May 2, 2023**

The NCI Works Meeting was called to order at 12:02 p.m. by Co-Chairman Patty Head. Roll Call was taken.

<b>Name</b>	<b>Present</b>	<b>Absent</b>	<b>Name</b>	<b>Present</b>	<b>Absent</b>
Dave Argubright		X	Rhonda Krueger	X	
Lyndsay Bliss		X	Rob Lentz		X
Ed Bochniak		X	Kevin Lindeman		X
Mary Boogemans		X	Terry McGuire	X	
Danelle Burrs			Dwayne Mentgen	X	
Dr. Jerry Corcoran	X		Marcie Mulholland		X
Robin Dedmond Thompson	X		Kris Noble		
Marcia Derrer	X		Dan Payette	X	
Sara Escatel	X		Tom Pigati	X	
Abby Farrell	X		Cary Robbins	X	
Dan Fitzgerald	X		Len Saunders		X
Janet Graham			John Spencer	X	
Patty Head	X		Teresa Strum	X	
Linda Hessenberger			Joel Torbeck	X	
Vanessa Hoffeditz	X		Gerald Waszkowiak	X	
Deana Jones		X	DeAnne White		
Bill Keene	X		Justin Wiggins		X

**PROXIES:** Danelle Burrs to Cary Robbins, Janet Graham to Joel Torbeck, Linda Hessenberger to Gerald Waszkowiak, Kris Noble to Patty Head, DeAnne White to Teresa Strum

**OTHERS PRESENT:** Carrie Folken, Jo Ann Johnson, Dianna Schuler, Annette Pace

**Consent Agenda**

Cary informed members that the Consent Agenda was included with the meeting materials. He told members that anyone can remove an item from the Consent Agenda list upon request for discussion. Cary said that the March 7, 2023 Meeting Minutes were attached to the Consent Agenda to allow for full disclosure of recommendations for action. John Spencer motioned to approve the Consent Agenda. Motion was seconded by Joel Torbeck. Roll Call vote was taken.

<b>Name</b>	<b>Yes</b>	<b>No</b>	<b>Name</b>	<b>Yes</b>	<b>No</b>
Dave Argubright			Rhonda Krueger	X	
Lyndsay Bliss			Rob Lentz		
Ed Bochniak			Kevin Lindeman		
Mary Boogemans			Terry McGuire	X	
Danelle Burrs	X		Dwayne Mentgen	X	
Dr. Jerry Corcoran	X		Marcie Mulholland		
Robin Dedmond Thompson	X		Kris Noble	X	
Marcia Derrer	X		Dan Payette	X	

Sara Escatel	X		Tom Pigati	X	
Abby Farrell	X		Cary Robbins	X	
Dan Fitzgerald	X		Len Saunders		
Janet Graham	X		John Spencer	X	
Patty Head	X		Teresa Strum	X	
Linda Hessenberger	X		Joel Torbeck	X	
Vanessa Hoffeditz	X		Gerald Waszkowiak	X	
Deana Jones			DeAnne White	X	
Bill Keene	X		Justin Wiggins		

Motion carried.

The following item was approved on the Consent Agenda:

- March 7, 2023 NCI Works Meeting Minutes

## **Business Meeting**

### Oversight Committee

Gerald Waszkowiak informed members that the Oversight Committee met and reviewed the following items:

- Financial Reports January & February 2023
- 3<sup>rd</sup> Quarter Partner Report for Title I
- Partner Referral Report
- Phlebotomy Technician with Clinical Externship Training Programs for Sauk Valley Community College
- Commercial Drivers License Program for Sauk Valley Community College
- Commercial Drivers License Program for Midwest Safe Driver LLC

Gerald said that the Oversight Committee reviewed the above listed items and recommended that they be approved. Gerald motioned the following:

- Approval of the Financial Reports January & February 2023
- Approval of the 3<sup>rd</sup> Quarter Partner Report for Title I
- Certification of the Phlebotomy Technician with Clinical Externship Training Programs for Sauk Valley Community College
- Recertification of the Commercial Drivers License Program for Sauk Valley Community College
- Recertification of the Commercial Drivers License Program for Midwest Safe Driver LLC

Motion was seconded by Dr. Jerry Corcoran. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
Dave Argubright			Rhonda Krueger	X	
Lyndsay Bliss			Rob Lentz		
Ed Bochniak			Kevin Lindeman		
Mary Boogemans			Terry McGuire	X	
Danelle Burrs	X		Dwayne Mentgen	X	
Dr. Jerry Corcoran	X		Marcie Mulholland		

Robin Dedmond Thompson	X		Kris Noble	X	
Marcia Derrer	X		Dan Payette	X	
Sara Escatel	X		Tom Pigati	X	
Abby Farrell	X		Cary Robbins	X	
Dan Fitzgerald	X		Len Saunders		
Janet Graham	X		John Spencer	X	
Patty Head	X		Teresa Strum	X	
Linda Hessenberger	X		Joel Torbeck	X	
Vanessa Hoffeditz	X		Gerald Waszkowiak	X	
Deana Jones			DeAnne White	X	
Bill Keene	X		Justin Wiggins		

Motion carried.

### Employer Engagement Committee Report

Cary Robbins noted that the April 4, 2023 Meeting Minutes for the Employer Engagement Committee were included with the meeting materials as an information item.

### Youth Committee Report

Teresa Strum informed members that the Youth Committee met on April 11, 2023 and reviewed training program extensions for Program Year 2023 (July 1, 2023 – June 30, 2024). Carrie Folken explained that this year, all current Youth Providers, were eligible to receive an extension of their current contract. Carrie said that no new programs were submitted for PY 23.

Carrie said that the Youth Committee recommended to extend the Contract for Bureau, Henry Stark Regional Office of Education pending contract negotiations. Teresa Strum motioned to approve the extension submitted from the Bureau Henry Stark Regional Office of Education pending contract negotiations. Motion was seconded by Gerald Waszkowiak. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
Dave Argubright			Rhonda Krueger	X	
Lyndsay Bliss			Rob Lentz		
Ed Bochniak			Kevin Lindeman		
Mary Boogemans			Terry McGuire	X	
Danelle Burrs	X		Dwayne Mentgen	X	
Dr. Jerry Corcoran	X		Marcie Mulholland		
Robin Dedmond Thompson	X		Kris Noble	X	
Marcia Derrer	X		Dan Payette	X	
Sara Escatel	X		Tom Pigati	X	
Abby Farrell	X		Cary Robbins	X	
Dan Fitzgerald	X		Len Saunders		
Janet Graham	X		John Spencer	X	
Patty Head	X		Teresa Strum	X	
Linda Hessenberger	X		Joel Torbeck	X	
Vanessa Hoffeditz	X		Gerald Waszkowiak	X	
Deana Jones			DeAnne White	X	
Bill Keene	X		Justin Wiggins		

Motion carried.

Carrie told members that the Youth Committee recommended to extend the Contract for Regional Office of Education #35 pending contract negotiations. Teresa Strum motioned to approve the extension for the Regional Office of Education #35 pending contract negotiations. Motion was seconded by Patty Head. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
Dave Argubright			Rhonda Krueger	X	
Lyndsay Bliss			Rob Lentz		
Ed Bochniak			Kevin Lindeman		
Mary Boogemans			Terry McGuire	X	
Danelle Burrs	X		Dwayne Mentgen	X	
Dr. Jerry Corcoran	X		Marcie Mulholland		
Robin Dedmond Thompson	X		Kris Noble	X	
Marcia Derrer	X		Dan Payette	X	
Sara Escatel	X		Tom Pigati	X	
Abby Farrell	X		Cary Robbins	X	
Dan Fitzgerald	X		Len Saunders		
Janet Graham	X		John Spencer	X	
Patty Head	X		Teresa Strum	X	
Linda Hessenberger	X		Joel Torbeck	X	
Vanessa Hoffeditz	X		Gerald Waszkowiak	X	
Deana Jones			DeAnne White	X	
Bill Keene	X		Justin Wiggins		

Motion carried.

Carrie said that Youth Committee recommended to extend the Contract for Regional Office of Education #47 pending contract negotiations. Vanessa Hoffeditz motioned to approve the extension for the Regional Office of Education #47 pending contract negotiations. Motion was seconded by Teresa Strum. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
Dave Argubright			Rhonda Krueger	X	
Lyndsay Bliss			Rob Lentz		
Ed Bochniak			Kevin Lindeman		
Mary Boogemans			Terry McGuire	X	
Danelle Burrs	X		Dwayne Mentgen	X	
Dr. Jerry Corcoran	X		Marcie Mulholland		
Robin Dedmond Thompson	X		Kris Noble	X	
Marcia Derrer	X		Dan Payette	X	
Sara Escatel	X		Tom Pigati	X	
Abby Farrell	X		Cary Robbins	X	
Dan Fitzgerald	X		Len Saunders		
Janet Graham	X		John Spencer	X	
Patty Head	X		Teresa Strum	X	
Linda Hessenberger	X		Joel Torbeck	X	
Vanessa Hoffeditz	X		Gerald Waszkowiak	X	

Deana Jones			DeAnne White	X	
Bill Keene	X		Justin Wiggins		

Motion carried.

#### Targeted Population Committee/Workgroup Report

Cary referred members to the April 18, 2023 Targeted Population Committee/Workgroup Summary for information that was discussed during their meeting.

#### Business Liaison & Marketing Committee Report

Cary informed members that the April 19, 2023 Minutes for the Business Liaison & Marketing Committee Meeting were also included with the meeting materials as an information item.

#### LWIA #4 MOU Meeting Summary

Cary mentioned that the MOU Meeting Summary from March 20, 2023 was also included with the meeting materials.

#### **Other Business**

#### Approval of the PY 23 Memorandum of Understanding & Budget

Carrie Folken presented the PY 23 Memorandum of Understanding (MOU) & Budget to members. Carrie said that the Partners have been working for the past six months to review the narrative and budget for Program Year 2023 (July 1, 2023 – June 30, 2024). She told members that the meetings were conducted by a third party negotiator, Jeff Marcella, and the process went very well. Dr. Jerry Corcoran motioned to approve the PY 23 MOU and budget as presented. Motion was seconded by Patty Head. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
Dave Argubright			Rhonda Krueger	X	
Lyndsay Bliss			Rob Lentz		
Ed Bochniak			Kevin Lindeman		
Mary Boogemans			Terry McGuire	X	
Danelle Burrs	X		Dwayne Mentgen	X	
Dr. Jerry Corcoran	X		Marcie Mulholland		
Robin Dedmond Thompson	X		Kris Noble	X	
Marcia Derrer	X		Dan Payette	X	
Sara Escatel	X		Tom Pigati	X	
Abby Farrell	X		Cary Robbins	X	
Dan Fitzgerald	X		Len Saunders		
Janet Graham	X		John Spencer	X	
Patty Head	X		Teresa Strum	X	
Linda Hessenberger	X		Joel Torbeck	X	
Vanessa Hoffeditz	X		Gerald Waszkowiak	X	
Deana Jones			DeAnne White	X	
Bill Keene	X		Justin Wiggins		

Motion carried.

Request approval for any grant modifications (if necessary)

Carrie informed members that BEST, Inc. has not yet received the allocations for PY 23, but asked for permission to enter into the initial grant application with DCEO once the allocations are received. Vanessa Hoffeditz motioned to allow Carrie to prepare the initial grant application and documents needed to enter into an agreement for the PY 23 allocations once they are received. Motion was seconded by John Spencer. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
Dave Argubright			Rhonda Krueger	X	
Lyndsay Bliss			Rob Lentz		
Ed Bochniak			Kevin Lindeman		
Mary Boogemans			Terry McGuire	X	
Danelle Burrs	X		Dwayne Mentgen	X	
Dr. Jerry Corcoran	X		Marcie Mulholland		
Robin Dedmond Thompson	X		Kris Noble	X	
Marcia Derrer	X		Dan Payette	X	
Sara Escatel	X		Tom Pigati	X	
Abby Farrell	X		Cary Robbins	X	
Dan Fitzgerald	X		Len Saunders		
Janet Graham	X		John Spencer	X	
Patty Head	X		Teresa Strum	X	
Linda Hessenberger	X		Joel Torbeck	X	
Vanessa Hoffeditz	X		Gerald Waszkowiak	X	
Deana Jones			DeAnne White	X	
Bill Keene	X		Justin Wiggins		

Motion carried.

Apprenticeship Activities

Cary informed members that the Apprenticeship Activities update was include on the Meeting Agenda. No comments were received

Success Stories

Cary encouraged members to read the Success Stories that were included with the meeting materials.

NCI Works Meeting Schedule

Cary noted that the next meeting for NCI Works will be on Tuesday, September 5, 2023. Information will be provided closer to the meeting date for the meeting location.

NCI Works Executive Committee Meeting Schedule

Carrie Folken informed members that the Executive Committee is scheduled to meet on Tuesday, July 11, 2023. However, she said that based on the Agenda, there not may be a need to have a meeting.

Public Comments / Recognition of Guests

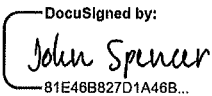
Carrie Folken thanked Dr. Jerry Corcoran for all of the work that he has accomplished during his tenure at IL Valley Community College. Carrie informed members that this would be Jerry's last meeting as he will be retiring on June 30, 2023. Cary Robbins and other members echoed their congratulations and thanks to Jerry and wished him well on future endeavors. Carrie did tell members that she has talked with Jerry's successor, Dr. Tracey Morris and she will be joining NCI Works when she assumes her new position with IL Valley Community College. Jerry thanked members and assured a seamless transition.

Adjournment

With there being no further business, Teresa motioned to adjourn. Motion was seconded by Dr. Jerry Corcoran. Motion carried. Meeting adjourned at 12:26 p.m.

Jo Ann Johnson

Approved by:

DocuSigned by:  
  
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John Spencer  
NCI Works Secretary